

**TOWN OF WESTFORD
TOWN BOARD MEETING
January 10, 2022**

January 10, 2022 Absent- James Feil at 7:02 p.m. a **Special Session** of the Westford Town Board was called to order.

Flag Salute was recited.

Present: Town Supervisor Walter Heinrich, Councilman Huntington, Councilman Ritton and Councilman Zerby. Absent Councilman Feil

Other Town Officials: Town Clerk- Eileen Ten Eyck. Absent – Highway Superintendent Ritton, Town Assessor Dyn-Gohde, Town Justice Fay.

The sign-in sheet is on file with the Town Clerk.

1). Town Justice Michael Fay gave the Oaths of Office for Town for Town Supervisor- Walter Heinrich, Councilman - Ralph Ritton, Councilman - Robert Huntington, and Town Clerk- Eileen Ten Eyck. Motion by Councilman Zerby to accept Resolution #1 recognizing the official undertaking of the oaths, seconded by Supervisor Heinrich. Unanimous ayes – absent Councilman Feil.

2). Supervisor Heinrich presented and read the Organizational Chart for 2022. This document is Resolution #1 for 2022.

Motion by Councilman Huntington to accept the organizational charge as presented, seconded by Councilman Ritton. Unanimous ayes- absent Councilman Feil.

(Both the oaths of office and resolution #1 of 2022 are on file at the Clerk's Office).

The Special Session of the Town of Westford Board adjourned at 7:10 p.m.

At 7:11 p.m. the Westford Town Board meeting was called to order. Minutes from the December 13, 2021 meeting were read. Corrections to typos were made.

Motion by Councilman Zerby to accept the minutes as amended, seconded by Councilman Huntington. Unanimous ayes. Absent- Councilman Feil

OLD BUSINESS:

1). CHIPS funding has been received and the \$100,000.00 was returned to the General Fund account having previously been borrowed to cover Highway purchases.

2). The Judge audit was completed and submitted to NYS as required.

3). Dog Control Officer- Supervisor Heinrich met with Jennifer Larrabee and worked out the issues with the contract including mileage, liability and workmen's compensation. Jennifer signed the contract today.

4). A Special Session of the Board was held on 12/30/21 and the paperwork indicating that the Town of Westford "opted-out" of having dispensaries or consumption sites for marijuana use and the local law was sent in to the Secretary of State.

NEW BUSINESS:

1). Courtney Effner submitted a request form to use Town Hall on 01/16/21.

2). Insurance- Supervisor Heinrich requested that one of the town's trucks put pulled off the road and the plates turned in to keep the insurance line item at the budgeted amount.

3). Supervisor Heinrich will be going to Phil Strong's home (a previous Town Supervisor) to pick up old files.

4). The check books are made available at every meeting for anyone interested in looking them over.

5). State of the Town- all budgets in are currently in the black. The town has \$25,000 in savings and there is enough money in both the General and Highway accounts to get through the first couple of months of 2022.

COMMITTEES:

Highway Dept: Kurt Happle was hired as a full time employee. He was unable to keep this job and quit after a day.

Fire Department: Breakfasts at the station are on hiatus for the month of January 2022 due to COVID.

Cemetery: No new Report.

Transfer Station: There was an issue at the Transfer Station where a couple of people left their garbage stacked up outside of operational hours. Supervisor Heinrich located one of the individuals responsible and took care of the issue. Discussions followed about blocking the entrance again. Councilman Huntington continued with research of options for the transfer station and provided some price points if the town switched to using a compactor. The estimates he provided will be attached to January meeting notes. The estimates include buying, renting, disposal and manning the unit. The Board is looking at all options for the Transfer Station as a pre-emptive measure. This will continue to generate conversations and many options are being considered. Supervisor Heinrich will work up some more exact numbers to present at next month's meeting.

Motion by Supervisor Heinrich to table discussions on the Transfer Station until next month, seconded by Councilman Ritton. Unanimous ayes- absent Councilman Feil.

CORRESPONDENCE:

- 1). Local Law #1 filing of 2022 will go into the official record
- 2). An ad appeared in The Daily Star indicating receipt of the tax roll.
- 3). Letter received showing no revenues for Judge Fay for December 2021.
- 4). Official notice for the Public Hearing on the Cannabis opt -out will be on file.
- 5). Ag and Markets- Dog control inspection was completed and Jennifer Larrabee met all requirements. The Susquehanna SPCA was also inspected and passed all requirements. A one year contract between the town of Westford and the SPCA was signed.

BUDGET MEETING:

General: #01 - #15 - \$4,527.45

Highway: #01 - #10 - \$ 9,821.57

Motion by Councilman Zerby to adjourn, seconded by Councilman Huntington.

Meeting adjourned at 8:20 p.m.